

Richmond  
Valley  
Council



# **AGENDA**

## **Ordinary Council Meeting**

**I hereby give notice that an Ordinary Meeting of Council will be held on:**

**Date: Tuesday, 15 July 2025**

**Time: 6pm**

**Location: Council Chambers  
10 Graham Place, Casino**

**Vaughan Macdonald  
General Manager**

## Statement of Ethical Obligations

In accordance with Clause 3.23 of the Model Code of Meeting Practice, Councillors are reminded of their Oath or Affirmation of Office made under section 233A of the *Local Government Act 1993* and their obligations under Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

### Oath or affirmation of office

The Oath or Affirmation is taken by each Councillor whereby they swear or declare to:

*Undertake the duties of the office of Councillor in the best interests of the people of the Richmond Valley and Richmond Valley Council, and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of their ability and judgment.*

### Conflicts of interest

All Councillors must declare and manage any conflicts of interest they may have in matters being considered at Council meetings in accordance with Council's Code of Conduct.

All declarations of conflicts of interest and how the conflict of interest was managed will be recorded in the minutes of the meeting at which the declaration was made.

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**1 ACKNOWLEDGEMENT OF COUNTRY**

The Mayor will provide an Acknowledgement of Country by reading the following statement on behalf of Council:

*"Richmond Valley Council recognises the people of the Bundjalung Nations as Custodians and Traditional Owners of this land and we value and appreciate the continuing cultural connection to lands, their living culture and their unique role in the life of this region in the past, present and future."*

**2 PRAYER****3 PUBLIC ACCESS****4 APOLOGIES****5 MAYORAL MINUTES**

Nil

**6 CONFIRMATION OF MINUTES**

**6.1 MINUTES ORDINARY MEETING HELD 24 JUNE 2025**

**RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Meeting held on 24 June 2025

**REPORT**

Refer attached Minutes.

**ATTACHMENT(S)**

- 1. Unconfirmed Ordinary meeting minutes 24 June 2025 (under separate cover)**

**7        MATTERS ARISING OUT OF THE MINUTES**

**8        DECLARATION OF INTERESTS**

(Councillors to specify details of item and nature of interest)

**9        PETITIONS**

Nil

**10       NOTICE OF MOTION**

Nil

**11 MAYOR'S REPORT****11.1 MAYORAL ATTENDANCE REPORT 17 JUNE - 7 JULY 2025**

**Author: Robert Mustow**

**RECOMMENDATION**

That Council receives and notes the Mayoral Attendance Report for the period 17 June – 7 July 2025.

**June**

- 17<sup>th</sup> Djanangmum Preschool's 30th year anniversary celebration
- 18<sup>th</sup> Rous County Council Ordinary meeting
- 19<sup>th</sup> Community Safety Precinct Committee Meeting
- 21<sup>st</sup> Truck Show Volunteer discussion
- 24<sup>th</sup> Richmond Valley Council Ordinary meeting (via online)

**July**

The Mayor is on leave during this period.

**ATTACHMENT(S)**

**Nil**



**12 DELEGATES' REPORTS****12.1 DELEGATES' REPORT JULY 2025 - ROUS COUNTY COUNCIL****RECOMMENDATION**

That Council receives and notes the Delegates' Report – Rous County Council for July 2025.

**REPORT**

Council delegates are required to report on meetings/forums attended on Council's behalf.

Cr Robert Mustow and Cr Sandra Humphrys have provided the following summary of the main items of business for the Rous County Council Ordinary Meeting held on 18 June 2025.

**ATTACHMENT(S)****1. Rous County Council Meeting Summary 18 June 2025**



**Rous County Council meeting 18 June 2025**

**Summary of main items of business**



## Reports to Council

### 1. Retail Water Write-Off Recommendation

Due to issues caused by the smart meter installation by a third-party contractor, staff sought to write-off \$9,164.32 in water charges for the property 11154-11000-8, owned by D J McCosker.

The Council endorsed this decision.

As per Council resolution [50/22], charges greater than \$5,000 (incl. GST) may be written off only by resolution of Council and in accordance with sections 131 or 213 of the Local Government (General) Regulation 2021.

The water loss and costs relating to the smart meter installation issue will be submitted to the third-party contractor, Nucleus3, under the smart meter and backflow device warranty claim.

To help customers identify potential leaks at an earlier stage, Rous now issues a monthly courtesy leak alert to those whose water usage averages 1kL or more per day. The Rous mobile app was also recommended to the customer as a convenient and efficient tool for monitoring water usage.

### 2. Code of Meeting Practice

Council endorsed to publicly exhibit the revised Code of Meeting Practice for a period of 28 days and invite submissions on the same for a period of 42 days.

Modest amendments to the revised Code of Meeting Practice are proposed, which allow flexibility in the timing of public forums.

### 3. Audit Risk and Improvement Committee – Appointment of Chairperson

Council endorsed the appointment of Peter Lewis to the Audit, Risk and Improvement Committee as Chair for a four (4) year term (subject to returning satisfactory pre-appointment checks).

An Expression of Interest (EOI) process was conducted to identify a suitable candidate. Eleven applications were received by Council. Peter Lewis was identified as the preferred candidate for Committee Chair.

Peter Lewis has significant non-executive leadership experience across the public and private sectors, including roles as Chair of multiple ASX-listed entities and Audit & Risk Committee Chair for a Federal Government owned corporation.

A vacancy in the position of Chair arose following the resignation of the previous position holder, Laurie Lefcourt, at the conclusion of the 24 March 2025 Committee meeting.

### 4. Status of Lismore Levee Ownership discussion with Lismore City Council

Council noted an update to the status of discussions between Lismore City council and Rous on the transfer of ownership of the Lismore Levee Scheme to Lismore City Council.

The preparation of an Asset Management Plan for the Lismore Levee Scheme, which has been underway with Lismore City Council (LCC) since July 2023, is nearing completion, signalling a significant step in progress.

It is hoped that with completion of the Asset Management Plan, more significant progress and discussions can be achieved between senior staff of Rous and LCC over the next six months.

Business as usual responsibilities for both organisations with respect to the Lismore Levee Scheme continue and the scheme remains operational and repairs are prioritised and completed as required.

It is recommended that Council receive a further update on the status of Lismore Levee ownership discussions with Lismore City Council before 19 December 2025.

### **Information Reports**

Council received and noted various information reports including:

- Investments – April 2025
- Investments – May 2025
- Gallans Road update – 31 May 2025: minor slippage of time due to wet weather experienced and Construction Certificate issuance and uncertainties in relation to road intersection design due to third party considerations
- Floodplain Management Australia Conference 2025: attendance by Chair Robert Mustow, Cllr Sandra Humphrys and Cllr Eva Ramsey and staff.
- Actions Pending

For a copy of the agenda for the meeting click here: <https://rous.nsw.gov.au/about/business-papers-minutes/>

**13 MATTERS DETERMINED WITHOUT DEBATE**

Each Councillor is given the opportunity to indicate which items they wish to debate or question. Item numbers identified for debate or questioning will be read to the Meeting.

Following identification of the above items a motion will be moved in regard to the balance of items being determined without debate.

**13.1 MATTERS TO BE DETERMINED WITHOUT DEBATE****RECOMMENDATION**

That items identified be determined without debate.

**14 GENERAL MANAGER****14.1 FLOOD RISK MANAGEMENT UPDATE - RICHMOND VALLEY FLOOD RISK MANAGEMENT PLAN AND CSIRO CATCHMENT MODEL**

**Author:** Vaughan Macdonald

**EXECUTIVE SUMMARY**

Preparation of the Richmond Valley Council Flood Risk Management Study and Plan (FRMS&P) is progressing well, with the draft plan scheduled for public exhibition by the end of the year. This complements the work currently being undertaken by the CSIRO, with the recent release of its hydrodynamic model for the entire Richmond River catchment. Council continues to work with the Flood Risk Management Plan Committee to progress identified mitigation options that could also be included in CSIRO scenario testing later this year. The CSIRO will commence public consultation on possible mitigation options later this month, with meetings scheduled for Casino and Woodburn. The program will include direct consultation with the four councils in the catchment. Following the consultation, the CSIRO will group potential mitigation options into broader scenarios and run these scenarios through the model to test the impacts. This will help to identify risk management solutions that could be constructed in the future, subject to funding. Following release of the final CSIRO report in June 2026, the Richmond Valley Council FRMP may be amended to include any additional options identified.

**RECOMMENDATION**

That Council

1. Notes the progress on the Richmond Valley Council Flood Risk Management Study and Plan and the proposed timeframe for delivery of the draft documents.
2. Further notes the recent release of the CSIRO hydrodynamic model for the Richmond River catchment and the proposed consultation program with the community and regional councils to identify possible flood mitigation scenarios for modelling.
3. Continues to work with the Northern Rivers Resilience Initiative and the NSW Reconstruction Authority to support the alignment of local and regional flood studies, identify suitable flood mitigation options and future funding sources to reduce flood risk.

**DELIVERY PROGRAM LINKS**

Objective 2: Adapt to regional challenges and build resilience

2A Improve disaster resilience

2A1 Implement long-term adaptation strategies for our communities

**BUDGET IMPLICATIONS**

The Richmond Valley Council Flood Risk Management Study and Plan is being jointly funded by Council and the Department of Climate Change, Energy, Environment and Water (DCCEEW). There is currently no dedicated funding source for mitigation options arising out of Council's study, nor the CSIRO project.

## REPORT

### Background

Following the 2022 flood, Richmond Valley Council reviewed its draft flood study to align with the 2022 levels and sought funding from the NSW Government to prepare a Flood Risk Management Plan. The revised flood study was adopted in 2023 and work is underway on the FRMP project. Together, the study and plan will help Council to predict how future flooding may affect the Valley, to identify what could be done to mitigate the impacts at the local scale and be better prepared for future events.

At the same time, the National Emergency Management Authority (NEMA) commenced the Northern Rivers Resilience Initiative, commissioning the CSIRO to undertake a two-part project. The first part of the project was a Rapid Review and Assessment, which focused on the characteristics of the 2022 flood and also included consultation on flood mitigation measures that could be immediately funded from a \$150m allocation from the Federal Government. The projects were progressively short-listed and assessed through multiple weighted criteria, to produce a final list of funding proposals. The Richmond Valley benefited from this funding with \$22m received for raising the twin Tatham Bridges (currently underway) and constructing culverts on the Woodburn-Coraki Road at Dairy Flat and Thearles Canal (both completed). Rous County Council also received funds for improvements to the Coraki and Woodburn town drains and there were additional funds for flood gauge improvements throughout the region, floor level assessments and community preparedness programs.

The second phase of the CSIRO work involves two parts, firstly to develop a whole of catchment hydrodynamic model for the Richmond River and secondly to test flood mitigation options using this catchment-wide model. Development of the model was originally scheduled to be completed in mid-2024, however ongoing bad weather has delayed the data gathering for the project and it has now just been released in June 2025, with the scenario modelling to be completed by June 2026. Meanwhile, working to the original timeline for the CSIRO project, Council continued to pursue government funding to complete its Flood Risk Management Study and Plan and was ultimately successful in January 2024, with March 2026 agreed as the target completion date.

Work on this project is progressing well, with the draft plan scheduled for public exhibition by the end of the year. This will complement the work being undertaken by the CSIRO, with the Richmond Valley Plan Committee identifying mitigation options that could be included in the CSIRO scenario testing later this year.

Although the two flood models operate on different scales and use different modelling software, they have both been calibrated and successfully tested against the same historic flood events, so Council can have confidence that the two projects will complement each other and provide valuable and consistent insights for future flood mitigation. This report outlines progress on both projects.

### Richmond Valley Flood Risk Management Study and Plan

Preparation of this plan is on schedule for delivery of a draft for public exhibition in November/December 2025, and presentation of the final Plan in March 2026.

Council is currently in Stage 5 of the project, which includes formation of a Flood Risk Management Plan Committee to assist with preparation of the Plan. Terms of Reference for the committee were endorsed by Council on 15 April 2025 and this was followed by appointment of four community representatives via an Expression of Interest process. The four community representatives selected were: Ian Brown (Coraki), Stuart Holm (Coraki), Steve Posselt (Swan Bay) and Jake Roberts (Casino). The committee also consists of two elected Councillors, Cr Robert Hayes and Cr Sandra Humphreys, Council technical officers and representatives from the SES, NSW Reconstruction Authority, DCCEEW and Rous County Council. The first meeting of the group was held on 19 June 2025.

At the meeting, consultancy firm BMT, which has been engaged to prepare the study, presented an overview of the adopted 2023 Flood Study and subsequent testing of the flood model with the latest climate change considerations. The consultants also outlined several mitigation options

identified through the data collection and community engagement activities undertaken so far. As the project progresses, these and additional options identified by the committee will be assessed using the Richmond Valley model and preferred options can be referred to the CSIRO for further testing through the catchment model.

Future meetings of the Committee are planned to be held on a fortnightly basis, throughout the Plan preparation phase of the project (Stage 5), and as needed thereafter through Stage 6 Public Exhibition of the draft documents and Stage 7 presentation of the final plan.

### **Northern Rivers Resilience Initiative – CSIRO Hydrodynamic Flood Model next stage**

Phase Two of the CSIRO project is also progressing, with the recent release of the Hydrodynamic Model for the Richmond River catchment, and an associated technical report, outlining the preparation and validation processes for the model. The preparation work included collection of LiDAR imagery for the entire Northern Rivers, and bathymetric data for the main channels of the Richmond, Brunswick and Tweed Rivers. The model was then calibrated against historical flood events and peer reviewed.

The next phase of the project is for the National Emergency Management Authority (NEMA) and the CSIRO to consult with the community on flood mitigation interventions for the catchment. CSIRO will then assess and short-list the proposals and consult with the four councils within the catchment and the NSW Government for discussion and agreement. Once agreed, CSIRO will run between two and five scenarios through the model, with each scenario consisting of several flood mitigation interventions. Due to the complexity of the model, this will take several months to run, with the final report on the modelling due in June 2026.

### **How will the Richmond Valley and CSIRO models work together?**

Both models will play an important role in identifying future options for flood mitigation. The Richmond Valley Council model, produced with funding from DCCEE and adopted in 2023, is a major improvement on previous flood models as it:

- Consolidates at least four previous flood studies into a single high-definition model using the latest TUFLOW software
- Expands the coverage of flood modelling to capture about 86% of the LGA's floodplain
- Incorporates climate change considerations, and
- Incorporates significant flood plain modifications such as the Pacific Motorway bypasses of Woodburn and Broadwater.

The model was calibrated to the 2008, 2009, 2017 & 2022 flood events to test its accuracy. The CSIRO model was also calibrated to these events, as well as the 2013 flood event.

Council has been working with its new model for the past 18 months and it is proving to be a valuable tool to assist with:

- Defining design flood levels - such as the 5% AEP (1 in 20-year event) 1%AEP (1 in 100 yr), 0.2%AEP (1 in 500 yr) and the PMF (probable maximum flood)
- Consideration of future climate change impacts
- Setting flood planning levels
- Assessing potential flood impacts from development proposals and flood mitigation options.

The CSIRO hydrodynamic model was developed using MIKE21 FM software to characterise flooding across the entire catchment under historic flood events. Its main purpose is to assess large scale flood mitigation projects with the aim of reducing flood impacts across the entire catchment, but it can also be used to evaluate future climate change scenarios. The model doesn't include flood frequency analysis, which is used to define design flood levels (such as the 1%AEP level).



The main difference between the two models is their resolution. The CSIRO model covers the entire Richmond River catchment, around 7,000km<sup>2</sup> which has been divided into 10,197,863 cells (a ratio of 1,457 cells/km<sup>2</sup>). The Richmond Valley Council Flood Model covers 1,789km<sup>2</sup> of the catchment, comprising mainly the Richmond Valley LGA (although it extends up the southern extent of the Wilsons River to just below Lismore, and includes Ballina Shire to the mouth of the river) and contains 4,565,391 cells (a ratio of 2,552 cells/km<sup>2</sup>). There are advantages to both models, with the CSIRO model providing the opportunity to identify how interventions in other parts of the catchment could impact the Richmond Valley and the Richmond Valley model providing a greater level of detail to model specific local outcomes. Ideally, both projects would have aligned more closely in their delivery schedule, but delays with the CSIRO work have impacted on Council's project timelines. Although Council remains on track to finalise its Flood Risk Management Plan by March next year, there is still potential to update, or include addendums to the adopted Plan should the final CSIRO report include any mitigation options or impacts that aren't addressed in the RV Study. Council will continue to work with the CSIRO team while the scenarios are finalised, to ensure the best possible alignment between the projects.

### **Future funding sources**

It should be noted that there is currently no funding source to deliver any of the mitigation options identified in either study and it will be some time before any of the risk reduction benefits can be achieved. Once the final CSIRO report is delivered, NEMA plans to work with the NSW Government to consider the findings in future hazard risk reduction programs, including the Northern Rivers Disaster Adaptation Plan. The Regional DAP is being co-funded by the Federal Government, with the final plan due for completion in mid-2027. Council has been working with the regional DAP team to support development of the plan and provide input to the research, including the design of any future funding model that may support the recommendations.

### **CONSULTATION**

Council continues to work with the recently appointed Richmond Valley Council Flood Risk Management Plan Committee to progress its plan and identify potential mitigation options. The CSIRO will also commence community consultation later this month to identify potential flood mitigation options for modelling in the catchment-wide model. Five community forums will be held during the regional consultation, with two in the Richmond Valley:

- Casino – Thursday, 31 July, Casino Community Centre, 9 am – 4 pm
- Woodburn – Wednesday, 6 August, Woodburn Community Building, 9 am – 4 pm.

Pre-registration is required for both sessions. The forums will allow the community to hear directly from CSIRO about the model and its findings, to ask questions of the technical team and provide input on possible flood mitigation options. Further details of the consultation program are available on NEMA's website: [Northern Rivers Resilience Initiative | NEMA](#)

The CSIRO work will also include direct consultation with the four councils in the catchment before the final scenarios for modelling are determined.

### **CONCLUSION**

Council's work on future flood risk management options for the Richmond Valley is progressing well, with the Richmond Valley Flood Risk Management Plan on schedule for completion next year. This project complements the current CSIRO project, under the Northern Rivers Resilience Initiative, to model flood mitigation options on a whole of catchment basis. Council will continue to work closely with the CSIRO team to ensure the best alignment between the local and regional projects. It will also continue to work with the NSW Reconstruction Authority to progress the Regional Disaster Adaptation Plan, which will identify risk management priorities and future funding sources for flood mitigation.

### **ATTACHMENT(S)**

Nil

**15 COMMUNITY SERVICE DELIVERY**

Nil

## **16 INFRASTRUCTURE SERVICES & PROJECTS**

### **16.1 CORAKI DRAINAGE ACTIONS**

**Director:** Ben Zeller

#### **EXECUTIVE SUMMARY**

Persistent wet weather in addition to already saturated land, assets and catchments, is putting pressure on the Richmond Valley's network of drainage, sewer and stormwater infrastructure. Stormwater drainage assets are generally designed to manage rainfall events in the range of a 1 in 5 (20% Annual Exceedance Probability (AEP)) rainfall event. Changing climate patterns and increased development in urban areas has resulted in an increased number of reports that certain areas of the Richmond Valley's stormwater drainage network are not performing efficiently, with drainage infrastructure temporarily overwhelmed in certain rainfall events.

Residents in some of the lower-lying areas of Coraki, around Bridge Street, Adam Street, Richmond Terrace and Windsor Park have raised concerns in the aftermath of the 2022 weather events, and the more recent Cyclone Alfred event in March of this year. Council staff have been working closely with this group corresponding and meeting with affected residents and providing regular updates on the numerous actions and investigations being undertaken.

As part of Council's investigations, concerns were raised about the unformed section of Bridge Street relating to the use of the land in wet conditions, drainage implications, the effect on adjoining properties and the service levels for maintenance. To improve drainage performance, Council proposed the closure of the unformed part of Bridge Street to enable the removal of a road pipe crossing to increase the flow of stormwater along Bridge Street and into the Windsor Park wetland. This proposal was placed on public exhibition on 20 May 2025 with public submissions invited up until 13 June 2025.

A petition was received on 12 June 2025, opposing the road closure and removal of the road pipe crossing, instead requesting a full upgrade to the unformed part of Bridge Street and an increase in maintenance and service levels.

#### **RECOMMENDATION**

That Council

1. Notes the content of the Coraki Drainage Actions report and the strain our drainage assets across the Richmond Valley are under given the ongoing wet weather;
2. Acknowledges the community feedback received on the Proposed Closure of part Bridge Street Coraki and notes the operational decision to not proceed with the closure at this time;
3. Supports the continued review and improvement of drainage infrastructure and service levels in Coraki and across the Richmond Valley in line with the adopted 2025/26 Operational Plan and budget.

#### **DELIVERY PROGRAM LINKS**

Objective 5: Provide infrastructure that meets community needs

5C Manage water supply, sewerage and drainage networks effectively

5C4 Improve local stormwater and drainage networks

## BUDGET IMPLICATIONS

Actions being implemented to address current issues are being funded under existing budgets. Council resolved to increase its overall drainage budget by \$500,000 for the 2025/26 year to be prioritised for actions across the entire Richmond Valley. It is noted that all urban properties pay a \$25/annum stormwater levy, which has not been indexed since it was introduced almost two decades ago. This generates \$209,343 per annum, which is insignificant in the scheme of the drainage issues that occur in any council area. The local government sector continues to advocate to the NSW Government for this levy to be increased.

## REPORT

Persistent wet weather in addition to already saturated land, assets and catchments, is putting pressure on the Richmond Valley network of drainage, sewer and stormwater infrastructure. Ageing assets were originally designed for a then appropriate level of rain volume and intensity. Changing climate patterns and urbanisation have resulted in certain areas of the Richmond Valley's drainage network appearing to be behaving differently including instances where drainage infrastructure can be temporarily overwhelmed in certain rain events.

Coraki residents have been experiencing these issues in recent years, especially in the aftermath of the 2022 weather event, and the more recent Cyclone Alfred in March of this year. Coraki received over 400mm of rain in the ten-day period between 4 and 14 March, with a peak daily rainfall of 148mm on 7 March. Council staff have been responsive, corresponding regularly since with affected residents and have committed to updates on the actions completed and investigations being undertaken.

The main concerns are centred around Bridge Street, Adam Street, Richmond Terrace and Windsor Park and the associated drainage infrastructure. It is noted that Bridge Street and Windsor Park are the low points in the Coraki area and the infrastructure acts within its design intent with excess water moving to the Windsor Park wetlands before draining into the river. However, there are accompanying effects on residents as part of the natural pathway of stormwater and questions have been raised as to the effectiveness of the infrastructure in place to manage it.

The Mayor, Cllr Murray and Council staff met with concerned residents on 5 May 2025, with a presentation provided that discussed the effect of the cyclone event, Council and Rous Water infrastructure, and resident's observations and experiences. Summary notes and proposed actions were distributed to residents following this meeting with a commitment from Council to provide a monthly update on progress.

The concerns raised by residents included the following issues:

- The capacity and performance of stormwater infrastructure to cope with intense rainfall events
- Sewer infiltration in 'normal' rain events
- The suitability and performance of the flood flaps and connecting infrastructure to the river outlet
- The pooling of water in the unformed section of Church Lane, the performance of stormwater infrastructure in this area and claims that the footpath constructed on Adams Street has changed the amount and flow of stormwater
- The passage of water from the unformed section of Church Lane through properties on Bridge Street
- The drainage performance and gradients of infrastructure in Bridge Street and Windsor Park
- Ability for children to access open stormwater drains in Windsor Park during wet weather events



- The impact of vehicles on the unformed section of Bridge Street, the performance of the road pipe crossing and the service level maintenance of the street
- The capacity and maintenance of drains to and from the area known as the Windsor Park wetlands.



Image 1 – Unformed section Church Lane (7/3/25)



Image 2 – Unformed section Church Lane (8/3/25)





Image 3 – Richmond River and surrounds (7/3/25)

Since this meeting, Council staff have undertaken the following actions:

- Checked flood flaps and confirmed they are operational and clear of debris
- Inspected the line between Adam Street and the river and the pit adjacent to the footpath. Some debris was cleared from the lines and the pit adjacent to the footpath has been dug up. When ground conditions allow, the pit will be raised to allow future inspections from the surface.
- Inspected the drain at the bottom of Windsor Park and confirmed water flow. When ground conditions allow, clearing of the drainage connection will be undertaken.
- Inspections of Council's sewerage network have been completed and confirmed operational. Infiltration and inflow affect all sewer systems in high intensity rain events.
- A cover and lid have been installed on the outlet near the skate ramp which will allow the release of stormwater but should contain any larger debris material.
- Distributed a copy of the stormwater and sewerage network diagram
- Completed significant drainage work on Windsor Park and the wetland with more planned when ground conditions allow
- Informed Rous of the damage to the pipe adjacent to the flood flap (Rous asset)
- Cleared drain between unformed section of Bridge Street, assessed viability of removing road pipe crossing and closing the unformed / unmaintained road.
- Proposal to close the unformed part of Bridge Street to enable the removal of the pipe to increase flow capacity was placed on exhibition from 20 May 2025 to 13 June 2025

A petition was received on 12 June 2025, opposing the road closure and removal of the road pipe crossing, instead requesting a full upgrade to Bridge Street and an increase in maintenance and service levels. The petition was signed by over 80 people, both Coraki residents and other. Whilst

the petition was prepared in response to the road closure proposal, it appears that the main motivation of those signing was the forming up of this road with full trafficability and ongoing maintenance effort.

It has been estimated that building a road to required standards would cost at least \$700,000 with future maintenance costs on top. This is not in Council's long term financial plan and based on the property lot layout a newly formed road would service, and that it would be a secondary access to benefit one property, this has minimal community benefit and would be a low priority action.

Given the petition and other feedback received during the exhibition period, it is recommended that Council does not proceed with the formal closure of the unformed part of Bridge Street. This section of Bridge Street is an unformed, unmaintained Council dedicated road (Council ownership) and is therefore not formally recognised as a service level priority in Council's maintenance program. Operational staff servicing the Coraki area will continue to mow this area in line with existing service levels.



Images 4,5,6 – Council drain cleaning works in unformed part of Bridge Street (5/6/25)





Image 6 – New sewer manhole lid Windsor Park



Image 7 – Raised sewer manhole in Church Lane

Following a site meeting on Thursday 3 July with Mr & Mrs Bell attended by the General Manager and Council's Coordinator of Asset Planning and Quality Assurance, further commitments were given to complete a survey of the unformed section Church Lane to investigate if sufficient gradient can be obtained to create a surface drain from the eastern end of this unformed road so that stormwater can flow back to the pit near Adam Street. The pit near Adam Street will be upgraded and if possible, lowered, to assist achieving the required fall for the water to flow into this pit and then to the river outlet under the bridge.

A review and clean of the roadside drainage along Richmond Terrace east of Adam Street will also be completed to ensure no stormwater is flowing from these drains down through properties and contributing to the build-up of water in the unformed section of Church Lane.

## CONSULTATION

Consultation and meetings have been as follows:

- March 2025 – RVC staff response on multiple occasions during and after Cyclone Alfred
- 18 March 2025 – Public Access address by Mrs Deborah Bell
- 5 May 2025 – Meeting at RVC between concerned residents and the General Manager, Director Infrastructure and Projects, Manager Asset Systems and Planning, Coordinator Asset Planning and Quality Assurance, Asset Planning and Quality Assurance Officer and Operations Coordinator Water Sewer.
- 16 May – Actions list distributed by RVC
- 20 May – Proposal for closure of part Bridge Street and the removal of a road pipe crossing to increase the flow of stormwater along Bridge Street and into the Windsor Park wetland is placed on exhibition
- 2 June – Council inspection onsite of all locations raised in resident meeting attended by General Manager, Director, Assets and Water Sewer staff



- 6 June – Updated actions list distributed by RVC
- 24 June – Public Access address by Mr Eric McGee
- 30 June – On call officer attended after hours call out at Bridge Street Coraki
- 30 June- Asset Planning and Quality Assurance Officer conducted various site inspections in Coraki during a rain event
- 3 July – Onsite meeting between Mr and Mrs Deborah Bell and General Manager and Coordinator Asset Planning and Quality Assurance.
- Note – RVC Water Sewer teams have conducted numerous residential inspections since Cyclone Alfred.

**CONCLUSION**

Council has been very responsive and met and liaised with the affected residents of Coraki and committed to actions to minimise the impacts where possible. Ongoing rainfall, a soaked catchment and the topography of the area in which these properties are located presents significant challenges for residents. Council is continuing investigations and actions within its stormwater and drainage budgets to manage and maintain its infrastructure across the entire Richmond Valley.

**ATTACHMENT(S)**

**Nil**

## 17 ORGANISATIONAL SERVICES

### 17.1 FINANCIAL ANALYSIS REPORT - JUNE 2025

**Director:** Ryan Gaiter

**Responsible Officer:** Rylee Vidler

#### EXECUTIVE SUMMARY

The purpose of this report is to inform Council of the status and performance of its cash and investment portfolio in accordance with the *Local Government Act 1993* s.625, Local Government (General) Regulation 2021 cl.212, Australian Accounting Standard (AASB 9) and Council's Investment Policy.

The value of Council's cash and investments at 30 June 2025 is shown below:

Bank Accounts	Term Deposits	Floating Rate Notes	Fixed Rate Bonds	TCorp IM Funds	Total
\$18,961,124	\$33,000,000	\$6,750,390	\$4,500,000	\$17,929,895	\$81,141,409

The weighted average rate of return on Council's cash and investments at 30 June 2025 was 7.07% which was above the Bloomberg AusBond Bank Bill Index for June of 3.82% (annualised), which is Council's benchmark.

#### RECOMMENDATION

That Council adopts the Financial Analysis Report detailing the performance of its cash and investments for the month of June 2025.

#### DELIVERY PROGRAM LINKS

Objective 9: Manage resources responsibly and provide great service

9A Manage finances responsibly and provide value for money

9A1 Undertake long-term financial planning and ensure compliance with financial regulations

#### BUDGET IMPLICATIONS

As at 30 June 2025, Council has earned \$2,889,940 in interest and \$1,483,627 in fair value gains from funds held in TCorp, for a total investment income of \$4,373,568. This equates to 123% of the annual budget for interest and investment income of \$3,547,506.

Future fair value gains or losses will continue to be monitored and reported to Council.

#### REPORT

##### Reserve Bank of Australia (RBA) Cash Rate Update

The RBA cash rate remained at 3.85% as they did not meet during June

##### Rate of Return

The weighted average rate of return on cash and investments in June was 7.07%, a decrease in 139 basis points from the previous month. The rate of return is 326 basis points above the Bloomberg AusBond Bank Bill Index of 3.82% (annualised) which is Council's benchmark.

Council's NSW Treasury Corporation IM Funds returned net gains of \$245,964 during the month of June. The Medium-Term Growth Fund (MTGF) returned a gain of \$170,620 and the Long-Term Growth Fund (LTGF) returned a gain of \$75,345.

During June, equity markets generally recorded strong gains amid ongoing geopolitical tensions. Monthly inflation data is indicating price gains of 2.1% over the past year, leading investors to strongly believe the RBA will cut interest rates again at the July meeting.

The MTGF has a recommended investment timeframe of seven or more years (original investment was October 2018) and the LTGF has a recommended investment timeframe of 10 or more years (original investment was June 2021) during which time it is expected that there will be ups and downs in fair value gains. However, it should be noted that, despite the variation in returns, there has been no impact on the principal sum originally invested by Council.

Term deposits and floating rate notes continue to offer increasing rates of return, which is positive, however, some banking institutions are still limiting the number of deposits they will accept, and others are not accepting any deposits at present.

### Council's Cash and Investments Portfolio

Council held cash and investments of \$81,141,409 at 30 June 2025. This was made up of Council's Business Online Saver Account (\$7,610,000), Macquarie Cash Management Account (\$8,025,655), Term Deposits (\$33,000,000), Floating Rate Notes (\$6,750,390), Bonds (\$4,500,000), NSW Treasury Corporation Investments (\$17,929,895) and other bank accounts (\$3,325,470).

Council's investment portfolio had maturity dates ranging from same day up to 1,742 days. Term deposits, floating rate notes and bonds of \$44,250,390 represented 54.53% of the total portfolio as at 30 June 2025.

Council made the following new investments during June 2025.

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Investment Term	Interest Rate
Bank of Sydney	Term Deposit	Y	\$2,000,000	6 months	4.55%
Bank of Queensland	Term Deposit	Y	\$2,000,000	6 months	4.35%
Judo Bank	Floating Rate Note	Y	\$1,500,000	3 years	3m BBSW + 1.38%
<b>Total</b>			<b>\$5,500,000</b>		

Council had the following investment maturities during the month of June 2025:

Banking Institution	Investment Type	Environmentally Sustainable Investment	Amount Invested	Interest Earned
ING Bank	Term Deposit	N	\$2,000,000	\$106,200
Coastline Credit Union	Term Deposit	Y	\$2,000,000	\$51,359
MyState Bank	Floating Rate Note	Y	\$1,500,000	\$212,284*
<b>Total</b>			<b>\$5,500,000</b>	<b>\$369,843</b>

\*Total interest earned across the life of the investment. Interest was paid quarterly whilst held.

Council had \$17,929,895 in longer term investments being the MTGF and LTGF held with NSW Treasury Corporation as at 30 June 2025. The investment values and fair value returns are shown below:

Investment Holding	Fair Value 30 June 2025	Fair Value Gain/(Loss) at 30 June 2025	Fair Value Gain/(Loss) YTD	Fair Value Gain/(Loss) Life of Investment
Medium Term Growth Fund	\$14,085,319	\$170,620	\$1,057,866	\$3,080,290
Long Term Growth Fund	\$3,844,576	\$75,345	\$425,762	\$844,576
<b>Total</b>	<b>\$17,929,895</b>	<b>\$245,964</b>	<b>\$1,483,627</b>	<b>\$3,924,866</b>

### Environmentally Sustainable Investments (ESI's)

Council's cash and investments portfolio of \$81,141,409 at 30 June 2025 includes \$55,179,895 or 68.0% with no direct investment in the fossil fuel industry.

These percentages include Council's investments with NSW Treasury Corporation and Northern Territory Treasury Corporation.

NSW Treasury Corporation has a stewardship approach to ESIs which focuses on managing environmental, social and governance (ESG) risks and opportunities, particularly climate change which is expected to impact portfolios over the long term. The stewardship policy states NSW Treasury Corporation believes incorporating these principles into investment decisions results in better risk-adjusted financial outcomes. Even though NSW Treasury Corporation takes this stewardship approach, its monthly reporting only highlights the different asset classes, not individual investments, and the level of investment in the fossil fuel industry.

Northern Territory Treasury Corporation utilises funds to assist with its infrastructure requirements such as housing, transport, health, and education services. While no statement has been provided on its investment strategy, it has been assumed that providing funding towards its own infrastructure will not involve direct investment in the fossil fuel industry.

### CONCLUSION

During the month of June 2025, Council's investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

As at 30 June 2025 Council's cash and investments totalled \$81,141,409 with \$18,961,124 of this being funds held in bank accounts. The weighted average rate of return was 7.07% and total investment revenue equals 123% of budgeted revenue for the year.

### ATTACHMENT(S)

1. RVC Investment Pack - June 2025 (under separate cover)

**17.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE, UPDATED TERMS OF REFERENCE AND INTERNAL AUDIT CHARTER**

**Director:** Ryan Gaiter

**Responsible Officer:** Hayley Martin

**EXECUTIVE SUMMARY**

In March 2024 Council adopted the Audit, Risk and Improvement Committee (ARIC) Terms of Reference in line with the Office of Local Government's update on the *Guidelines for Risk Management and Internal Audit for Local Government in NSW*. Since then, the Local Government Regulation 2021 has been amended to give statutory force to key elements of the Guidelines. The amended regulation commenced on 1 July 2024 and as such the ARIC is required to update its Terms of Reference to reflect these minor modifications. Along with these amendments, the Global Internal Audit Standards have also come into effect in January 2025. In order to ensure compliance with these changes, the Audit Risk and Improvement Committee Terms of Reference and Internal Audit Charter have been updated.

**RECOMMENDATION**

That Council adopts the updated Audit, Risk and Improvement Committee Terms of Reference and Internal Audit Charter.

**DELIVERY PROGRAM LINKS**

Objective 9: Manage resources responsibly and provide great service

9D Manage organisational risks

9D1 Implement Council's Enterprise Risk Management Framework

**BUDGET IMPLICATIONS**

Nil

**REPORT**

The minor modifications made to the Terms of Reference include:

- references to the Executive Officer changing to 'Internal Audit Coordinator';
- amendment to the Committee Composition and Tenure to include Cllr Walker as the Non-Voting Councillor Member.

The following sections of the Internal Audit Charter have been updated and reorganised, with some minor wording changes reflected throughout the overall document:

- 2. Purpose of Internal Audit
- 3. Role
- 4. Internal Audit Coordinator
- 5. Internal Audit Provider (External Service Provider)
- 7. Conduct and Standards
- 8. Authority and Confidentiality
- 9. Performing Internal Audit Activities

- 10. Administrative Arrangements

**CONSULTATION**

Nil

**CONCLUSION**

All changes to the Internal Audit Charter have been made in consultation with the Institute of Internal Auditors and other Internal Auditors to ensure it is compliant with the new standards.

All amendments have been resolved by circular resolution of the Audit Risk and Improvement Committee on 3 July 2025.

**ATTACHMENT(S)**

1. **Audit Risk and Improvement Committee Terms of Reference (under separate cover)**
2. **Internal Audit Charter (under separate cover)**

**18      GENERAL BUSINESS**

Nil

**19 MATTERS FOR INFORMATION****RECOMMENDATION**

Recommended that the following reports submitted for information be received and noted.

**19.1 DEVELOPMENT APPLICATIONS DETERMINED UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT FOR THE PERIOD 1 JUNE 2025 - 30 JUNE 2025**

**Director:** Vaughan Macdonald

**Responsible Officer:** Andy Edwards

**RECOMMENDATION**

That Council receives and notes the Development Application report for the period 1 June 2025 to 30 June 2025

**REPORT**

This report provides a summary of development activity on a monthly basis. All Development Applications determined in the month are outlined in this report, including Section 4.55 approvals, applications which were refused and withdrawn, and applications with no development value, such as subdivisions.

Council receives a fortnightly summary of the status of applications (including all received) and notifications of all determinations of Development Applications are included in the Community Newsletter on a monthly basis.

The total number of Development Applications and Complying Development Applications determined within the Local Government area for the period 1 June 2025 to 30 June 2025 was seven (7) with a total value of \$2,051,859.00.

The graph below shows the number of development applications processed by Council over five financial years.



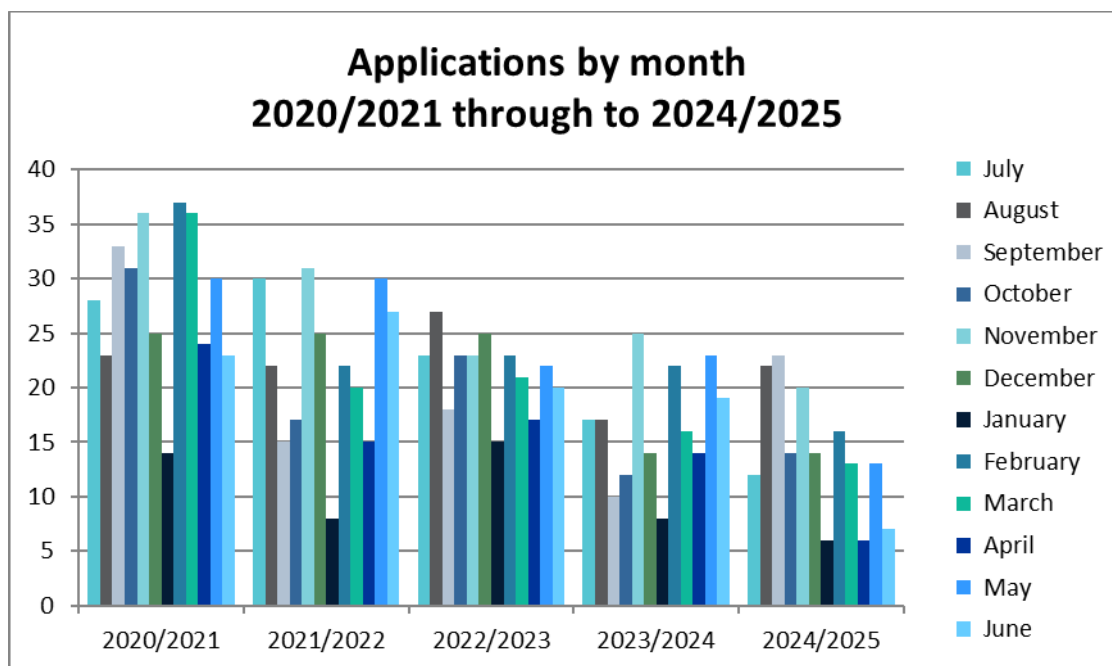


Figure 1: Monthly number of development applications and CDCs processed by Council over five financial years.

Figure 2 provides the annual value of Development Consents including CDCs issued by Council and private certifiers over five financial years. Figure 3 provides a detailed review of the value for the reporting month of June 2025.

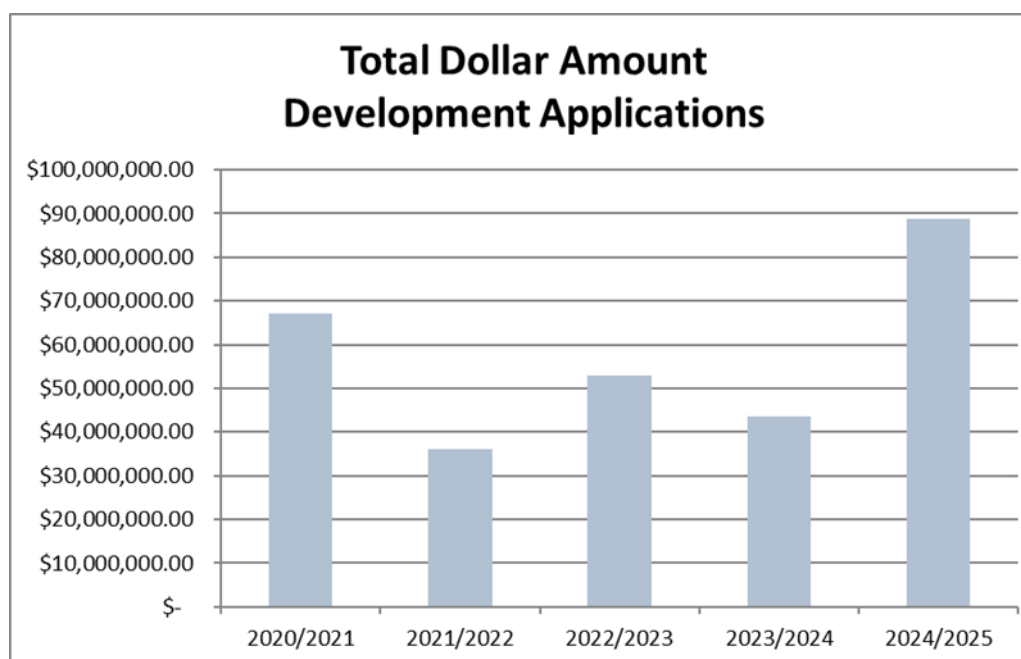


Figure 2: Annual value of development

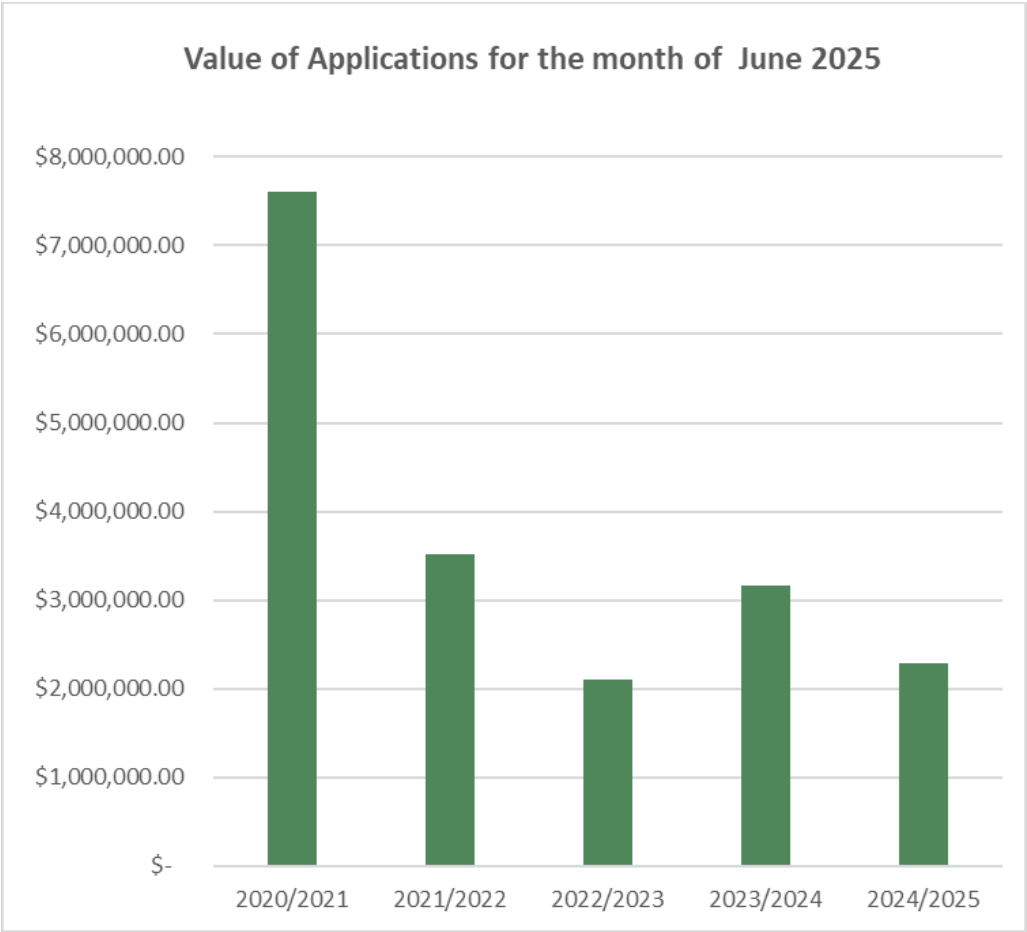


Figure 3: Value of development for the month of June 2025

**Number of Development Applications**

The number of applications received by Council does not necessarily reflect the value of developments, as single large developments can be equivalent in value to a large number of more standard type developments such as sheds, dwellings and small commercial developments.

Figures 4 and 5 detail the number of applications determined by Council over the past five years.

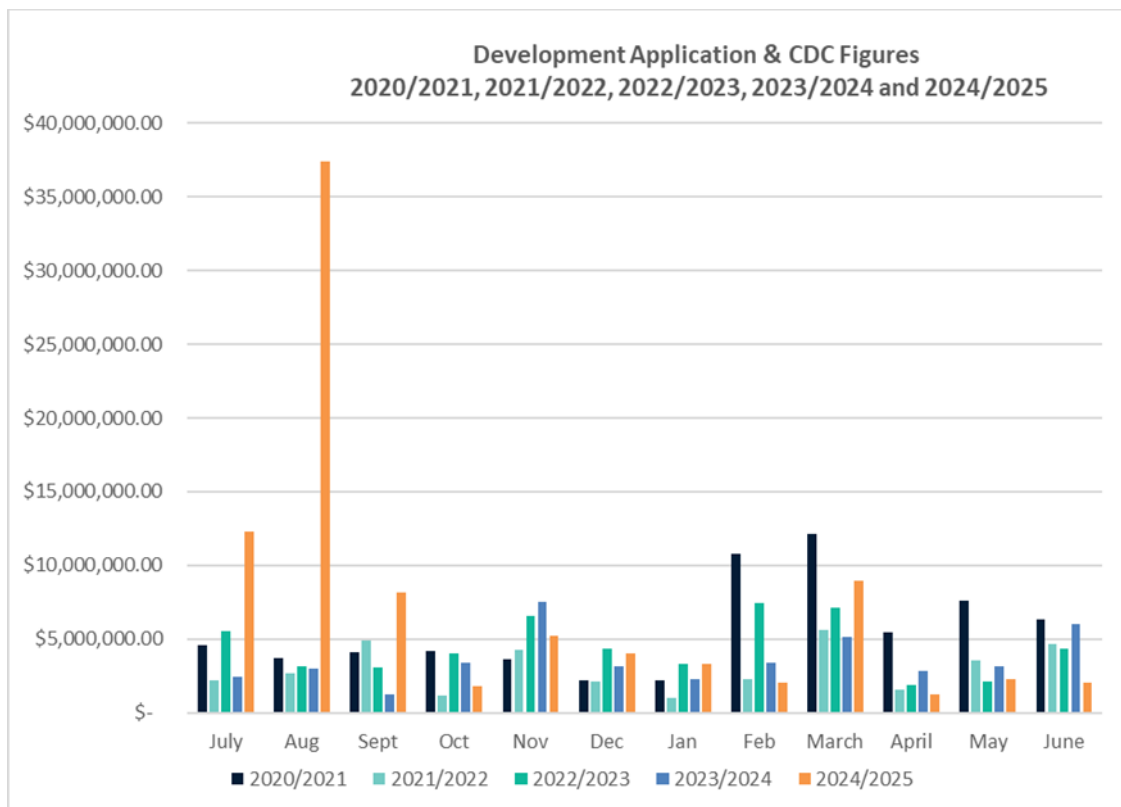


Figure 4: Value of development applications per month over five financial years.

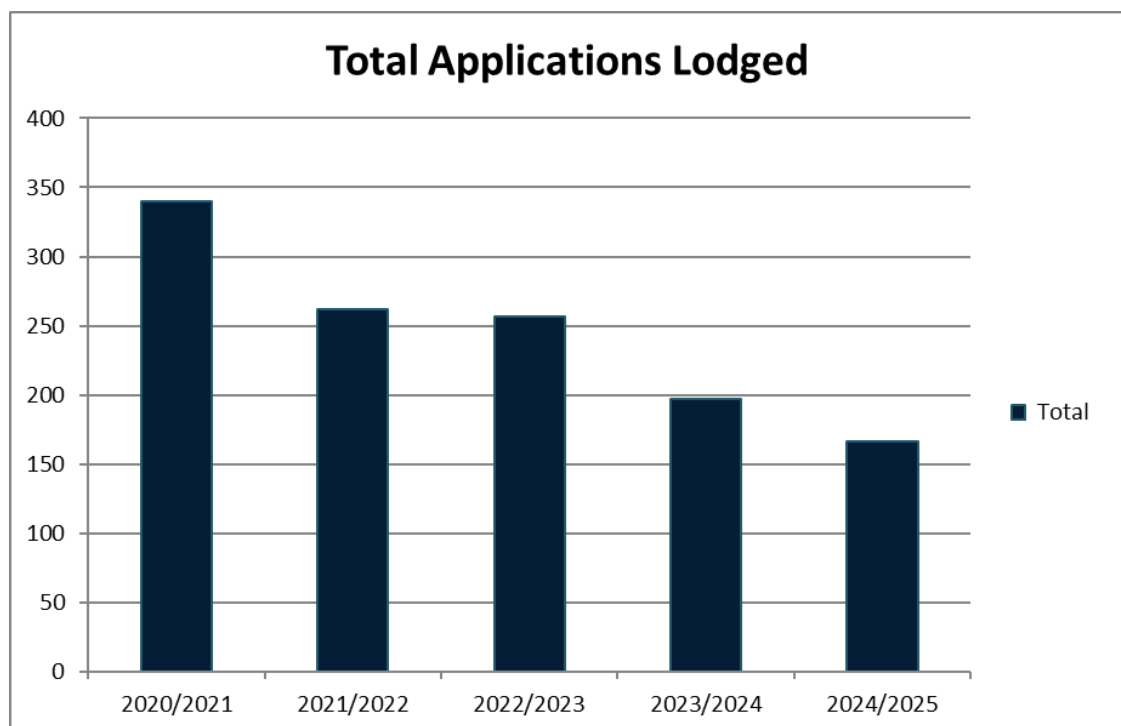


Figure 5: Number of Development Applications & CDCs per annum over five financial years.

#### Activity for the month of June 2025

General Approvals (excluding Subdivisions, Section 4.55)	5
Section 4.55 amendments to original consent	1
Operational Consent	-

Subdivision	<b>1</b>
Refused	-
Complying Development (Council Approved)	-
Complying Development (Private Certifier Approved)	-
Amended Complying Development (Private Certifier Approved)	-
<b>TOTAL NUMBER OF DEVELOPMENT APPLICATIONS DETERMINED</b>	<b>7</b>
Rejected	-
Withdrawn	-
<b>Average assessment days for applications determined in June 2025 (Planning &amp; Building Combined)</b>	<b>32</b>
<b>No. of Integrated development applications determined in June 2025</b>	<b>1</b>
<b>No. of Designated development applications determined in June 2025</b>	<b>-</b>

**ATTACHMENT(S)**

Nil

Summary of Development Applications determined under the Environmental Planning and Assessment Act for the period 1 June 2025 to 30 June 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
DA2025/0159	G P Meineke	D P & N G Flynn	140 Hogarth Range Road, Mongogarrie	Subdivision to create two lots being Lot 21 (40ha) and Lot 22 (31.86ha as a Primary Production Lot)	3/04/2025	6/05/2025	26/06/2025	\$13,200.00
DA2025/0173	D G Bailey	D G & S W Bailey	Ginibi Drive, Swan Bay	Construction of a 2 bedroom single storey dwelling	1/05/2025	12/05/2025	6/06/2025	\$440,000.00
DA2025/0175	Evolve Planning Services Pty Ltd	D A & K R Ballingall	4 Mangrove Street, Evans Head	Demolition of the existing dwelling and the construction of a new dwelling.	6/05/2025	19/05/2025	18/06/2025	\$893,806.00
DA2025/0176	I J Norris	I J Norris	2 Apsley Street, Casino	Demolition of existing garden shed and construction of new shed	7/05/2025	21/05/2025	18/06/2025	\$56,049.00
DA2025/0177	Perry Homes (Aust) Pty Ltd	S J & S Hyslop	Minjehla Road, Swan Bay	New single dwelling	7/05/2025	8/05/2025	10/06/2025	\$599,304.00
DA2025/0179	C Crook	B J Walker & Z A Thomson	10 Beith Street, Casino	9m x 6.3m shed with attached 6m x 6.3m carport including a request to vary the DCP	14/05/2025	22/05/2025	17/06/2025	\$49,500.00
MA2025/0026	R J Hayes	K I & S N Banks	369 Swan Bay New Italy Road, Swan Bay	S4.55-1A Modification - Updated BASIX Certificate - New two storey dwelling with attached shed	26/05/2025	30/05/2025	13/06/2025	\$0.00

Summary of Council Certified Complying Development Applications determined under the Environmental Planning and Assessment Act for the period 1 June 2025 to 30 June 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
Nil								

Summary of Flood Affected Development Applications determined under the Environmental Planning and Assessment Act for the period 1 June 2025 to 30 June 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (In Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
Nil								

Summary of Privately Certified Applications determined under the Environmental Planning and Assessment Act for the period 1 June 2025 to 30 June 2025								
Application ID	Applicant	Owners	Location	Development	Date Submitted to Council for Registration	Date Accepted	Determination Date	Estimated Cost
Nil								

Summary of Development Applications determined under the Environmental Planning and Assessment Act with a Clause 4.6 Variation for the period 1 June 2025 to 30 June 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Determination Date	Estimated Cost
Nil								

Summary of Development Applications Refused under the Environmental Planning and Assessment Act for the period 1 June 2025 to 30 June 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Refusal Date	Estimated Cost
Nil								

Summary of Development Applications Rejected under the Environmental Planning and Assessment Act for the period 1 June 2025 to 30 June 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Rejected Date	Estimated Cost
Nil								

Summary of Development Applications Withdrawn under the Environmental Planning and Assessment Act for the period 1 June 2025 to 30 June 2025								
Application ID	Applicant	Owners	Location	Development	Date Received (in Portal)	Date Accepted (In Portal)	Date Withdrawn	Estimated Cost
Nil								





**19.2 CUSTOMER EXPERIENCE REPORT 1 APRIL - 30 JUNE 2025****Director:** Ryan Gaiter**Responsible Officer:** Latia Sawyer**RECOMMENDATION**

That Council receives and notes the Customer Experience Report for the period 1 April – 30 June 2025.

**REPORT****Customer Service Contact Centre Data - Key Statistics**

Council is committed to providing a high-level of customer service to the community. The Customer Service Charter and Standards were adopted by Council in June 2019 and reviewed in April 2022. As a result, quarterly reporting on Council's performance against the Customer Service Standards is prepared and tabled for Council. This report also contains details on the resolution of customer requests made through the contact centre. Analysis is undertaken to determine what strategies or areas of improvement may be required.

**Call Statistics**

A total of 10, 236 calls were handled by the contact centre team during the reporting period, which is a 15 percent increase for the same period of the previous year, and a 1.89 percent increase on the previous quarter's volumes. The contact centre has exceeded all service targets for the reporting period, including 89.29 percent of calls answered within industry standard of 20 seconds, average time each caller spends in the queue is 15 seconds and the percentage rate for calls abandoned is less than one percent with an average call time of 3 minutes.

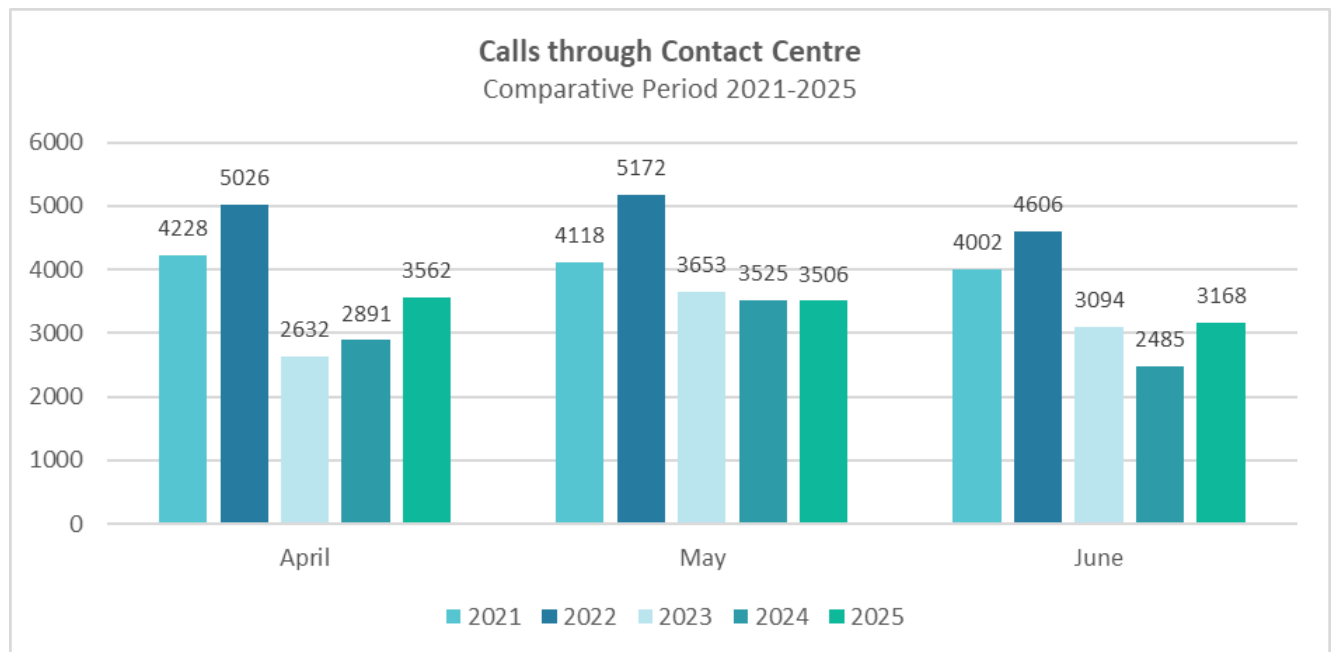


Figure 1: Calls received into the call centre, yearly comparison

### Receipt and Administration Statistics

A total of 2694 receipts were processed for the reporting period, a 6.2 percent decrease for the same period the previous year. The month of May saw an increase in the number of receipts processed, which can be attributed to the rates instalment period. Data indicates customers are utilising alternative payment options as face-to-face receipting has continued to decline from previous years.

Customer preferred payment methods are as follows: 57 percent EFTPOS, 24 percent as cash payments, 6 percent by cheque, and the remaining 13 percent were paid via direct bank transfer.

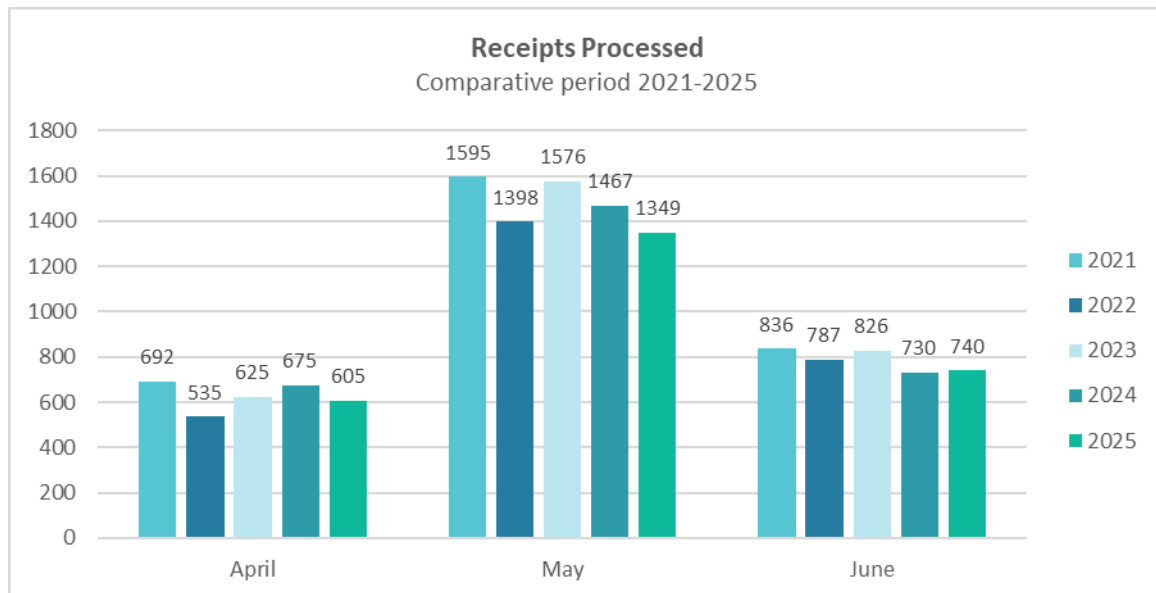


Figure 2: Total number of receipts

### Certificates and Customer Requests

99.78 percent of Section 735A, 10.7 and 603 certificates were completed within set timeframes in accordance with Council's service standards. Of the certificate applications received, 58 percent were 10.7 planning certificates, 30 percent 603 rates certificates and 12 percent were outstanding order notice searches. Property search enquiries increased by 24 percent for 10.7 planning certificate, with an 8 percent increase in 603 certificate enquiries compared to the same reporting period in 2024.

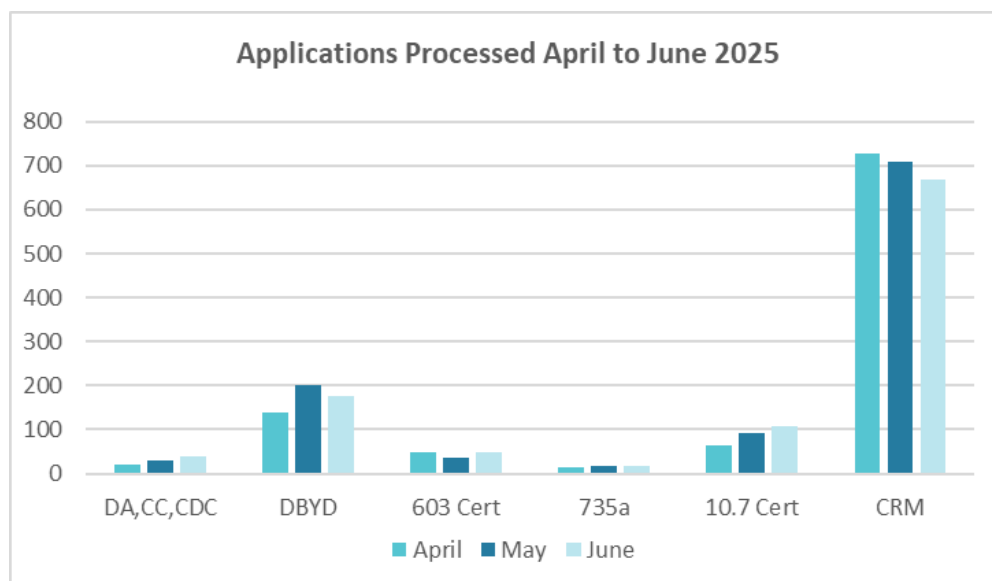


Figure 3. Applications received

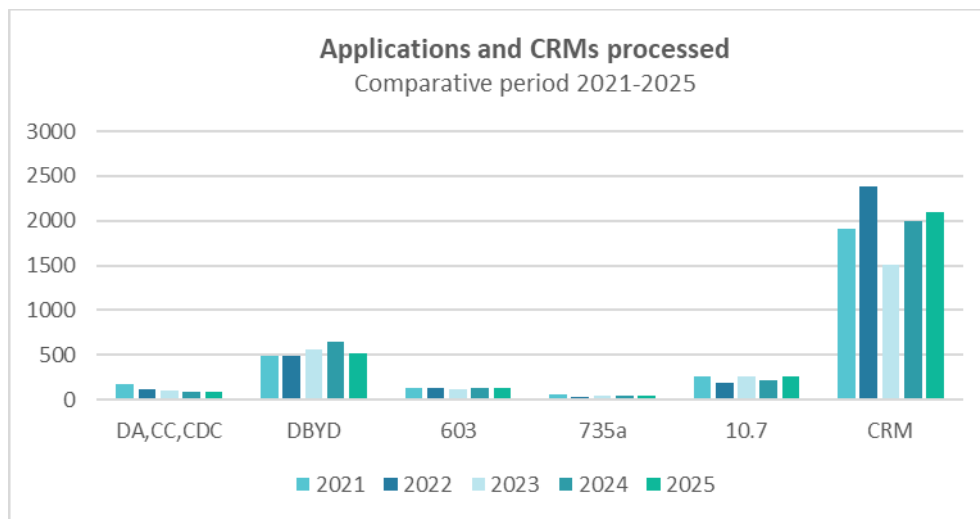


Figure 4. Applications comparison

### Customer Request Management System - Key Statistics

During the reporting period, 2104 new requests were logged, a decrease of 1.77 percent compared to the previous quarter and 5.14 percent increase on the same reporting period of the previous year.

Roads and Drainage continue to remain the highest percent of requests received, which can be attributed to continuous wet weather events delaying maintenance programs on rural road network and the accelerated deterioration of road surfaces.

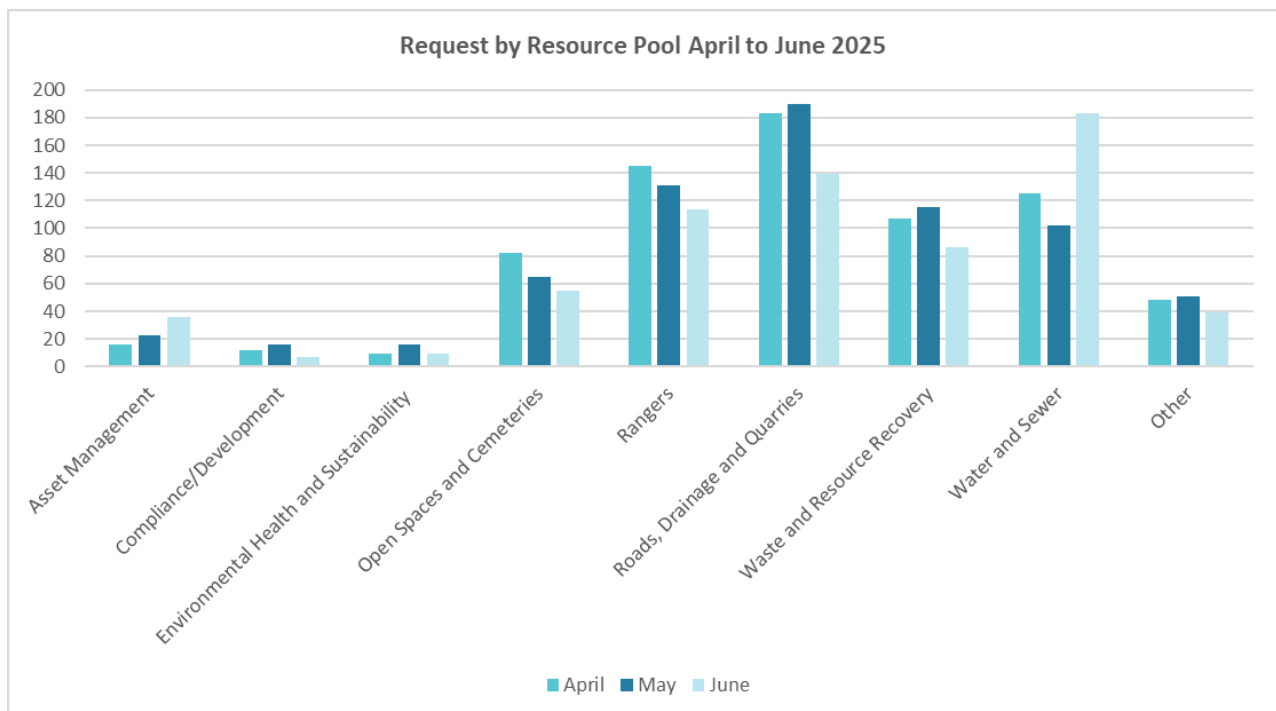


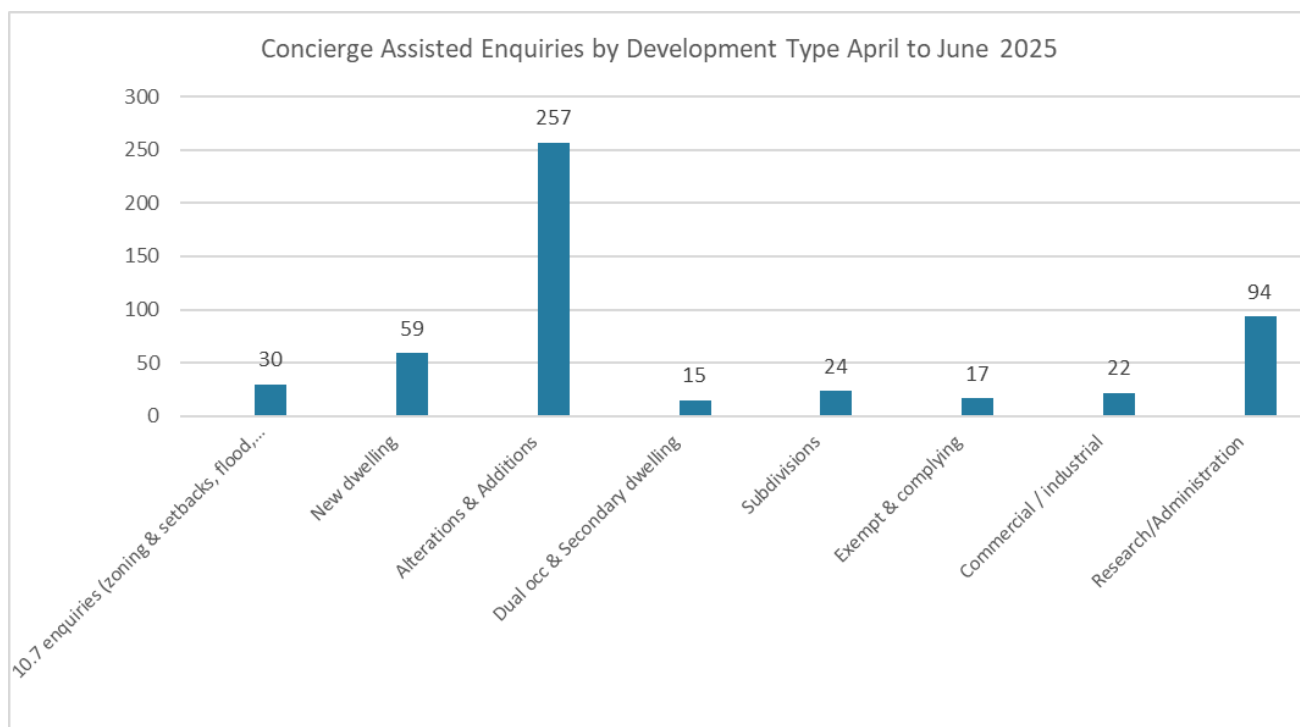
Figure 5: Number of requests

### Development Concierge

The Development Concierge fielded 518 enquiries during the reporting period, a 4.07% decrease from the previous quarter. The majority of the enquiries for the reporting period were in relation to residential alterations and additions, including swimming pools and sheds.

The Development Concierge remains committed to customer response service levels, by end of next business day. Complex enquiries may require greater research which is generally done with the assistance of technical staff. Customer enquiries are answered with verbal and email correspondence.

The First Responders continue to offer a Portal Assist service to applicants, providing full case management throughout the assessment process to ensure customers receive quality support and imposed timeframes are achieved.



(a)

Figure 6: Concierge enquiries by type

### E-Planning Portal – Key Statistics

In an effort to combat the national housing crisis, NSW Government has set a target for an additional 377,000 homes in NSW by 2029. To achieve this, all Councils have been given notice to reduce assessment times in line with the Minister's expectations, in the aim of fast tracking the approval process and achieving the new home target within the tight timeframe. Councils' pre-assessment and assessment times will be monitored monthly by the Department of Planning to ensure Councils are maintaining their assigned assessment times.

Richmond Valley Council regularly delivers the most efficient assessment times across all development types, in comparison to all councils in the Northern Rivers area.

Council Summary Development Applications (DAs, Mods & Reviews)								
1,142	736	775	21	104	745	\$540M	407	929
Submitted applications	Lodged applications	Determined applications	Lodgement average days	Determined average days	Approved applications	Cost of development	Dwellings† Approved	Under Assessment(*)
Overview	Development Category	Submitted	Lodged	Determined	Cost of Dev / New Dwellings			
Regional classification, Council Name	Submitted applications	Lodged applications	Lodgement average days	Determined applications	Determined average days	Median of determination days	Dwellings† Approved	
Regional NSW	1,142	736	21	775	104	53	407	
Ballina	162	127	56	124	118	51	68	
Byron	248	160	16	133	72	47	111	
Clarence Valley	175	139	11	152	126	58	66	
Kyogle	35	13	15	20	88	43	4	
Lismore	104	84	11	93	61	22	51	
Richmond Valley	67	33	10	25	38	34	7	
Tweed	351	180	14	228	127	97	100	
Total	1,142	736	21	775	104	53	407	

Figure 7: NSW Planning Portal Council summary comparison

Application Type	Totals	April	May	June
Total DA Received	67	16	21	30
Total CC Received	20	5	8	7
Complying Development	2		1	1
Subdivision Certificate	6	2	4	
S138 - Road Reserve Activities	18	6	8	4
S68 - Plumbing Permits & Events	64	11	26	27
PC Appointments	23	12	8	3
Occupation Certificate	24	6	12	6
Building Certificate	6	2	2	2
Private Certificate	17	4	9	4

Figure 8: Applications received via the NSW Planning Portal

## OneRoad – Key Statistics

Members of the Customer Experience team collaborate with Roads and Drainage, Events and Assets teams, as well as Emergency Services to ensure all scheduled and unplanned road incidents are entered through the One Road portal in a timely manner. Road users can be confident conditions and closures on Live Traffic app, are current and regularly updated and includes details of expected delays and provides alternate routes to minimise disruptions.

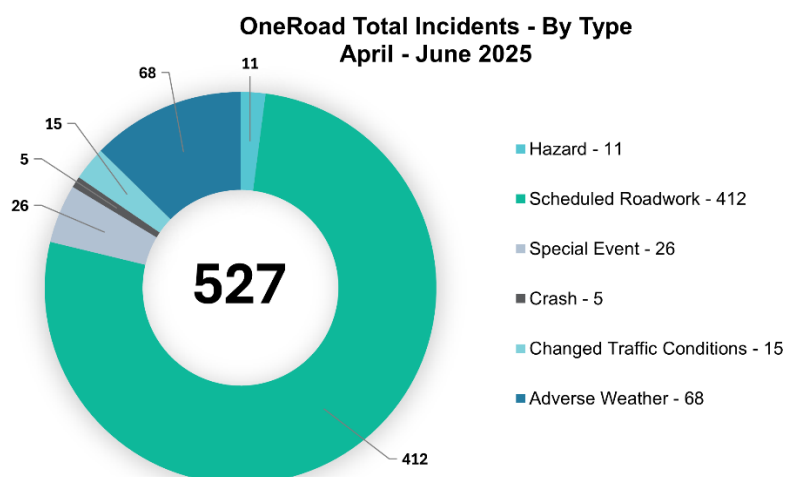


Figure 9: Total planned and unplanned road incidents recorded

**Opportunities for Improvement**

Following a review of the report results, an opportunity for improvement has been identified. These areas as highlighted below will be the focus of the Customer Experience team in the coming months.

- Continue to work closely with customers lodging applications via the E-planning Portal to ensure submission to lodgement timeframes are maintained to high standards.
- Work with operational teams to review service level targets and monitor outcomes, adjusting as required.

**CONCLUSION**

The information contained in this report demonstrates the significant volume of tasks and actions which are required to be completed by Council's frontline Customer Experience staff. The Customer Service Standards are consistently met and frequently exceeded.

Analysis of Customer Service Contact Centre data, Customer Request Management System and the Development Concierge statistics enables identification of opportunities to improve Council's customer service and ensure processes are efficient and effective.

In accordance with Council's Customer Service Framework, staff continue to strive for high standards of customer service to the community, to monitor performance and implement efficiencies and improvements to process.

**ATTACHMENT(S)**

**Nil**

**19.3 CASINO SHOWGROUND & RACECOURSE PROJECT UPDATE**

**Director:** Ben Zeller

**Responsible Officer:** Brooke Thomas

**RECOMMENDATION**

That Council receives and notes the Casino Racecourse and Showground report.

**REPORT**

Casino Racecourse and Showground (Reserve 97756) is Crown Land managed by Council for the purpose of public recreation, racecourse, and showgrounds. As Crown Land Manager, Council must manage the facility in accordance with the *Crown Land Management Act 2016* (CLM Act) and the *Local Government Act 1993* (LG Act).

The Casino Showground and Racecourse Plan of Management was adopted by Council on 20 April 2021 and expressly authorises Council to enter leases and licences over the site for existing and future users. A three-year lease agreement for the racehorse training and racing facility areas of the site was recently signed by Council and the Casino Race Club.

The Racecourse and Showground is a shared facility used by various community groups on short term licences in accordance with Section 2.20 of the CLM Act and for events which are managed through Council's booking system SpacetoCo.

Council has completed the final stages of the \$14.4 million redevelopment of the Showground facility, including a brand-new racing stable complex accommodating up to 80 horses, round yards, horse walkers and 50 metre equine pool to support the horse racing industry.

Casino Racing Club has worked closely with Council throughout these upgrades and has continued to be operational with trainers using the course, and race days being held during the construction stage. The racing complex was officially handed over to the Casino Racing Club on 27 February 2025 however occupation of the complex has been delayed due to minor building and operational issues being identified. Council's Project Delivery team has addressed the required issues to enable full operations. Casino Racing Club, in the interim has been working towards its business model, proposed plans for the facilities and trainers occupying the facility with expressions of interest being released 21 May 2025.

The Club has outlined its own vision to leverage the state-of-the-art training facilities, to expand and attract quality trainers and racehorses to be based out of Casino. This is an important commitment by the Racing Club and Council continues to support the Club to achieve the investment aims of providing significant economic and social benefits for the area. This provides security for the long-term management of the facility for the Race Club as well as projected income to Council following its investment in significant upgrades to the site and the need to maintain the higher standard of the new assets.

**CONCLUSION**

Council is required to manage the Showground and Racecourse reserve in accordance with the *Local Government Act 1993* and *Crown Lands Management Act 2016*.

It will continue to engage with the Casino Racing Club regarding future lease arrangements and upgrades surrounding long term business models for the management and future planning of the racing facilities. Councillors will continue to be briefed on the status of this management and where necessary a report/s will be brought to Council for consideration.

**ATTACHMENT(S)**

Nil

**19.4 GRANT APPLICATION INFORMATION REPORT - JUNE 2025**

**Director:** Ryan Gaiter

**Responsible Officer:** Rylee Vidler

**RECOMMENDATION**

That Council receives and notes the Grant Application Information Report for the month of June 2025.

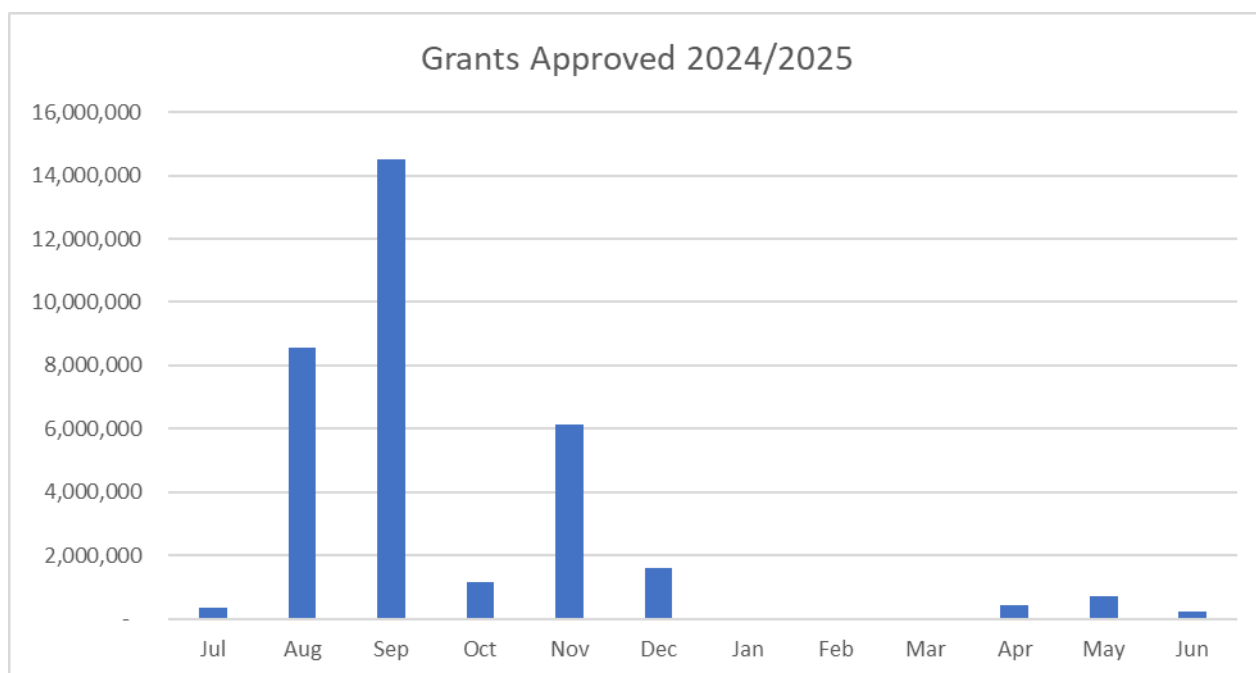
**REPORT**

This report provides information on grant applications that have been approved, grants that have been received, grant applications that were unsuccessful and grant applications that were submitted for the month of June 2025.

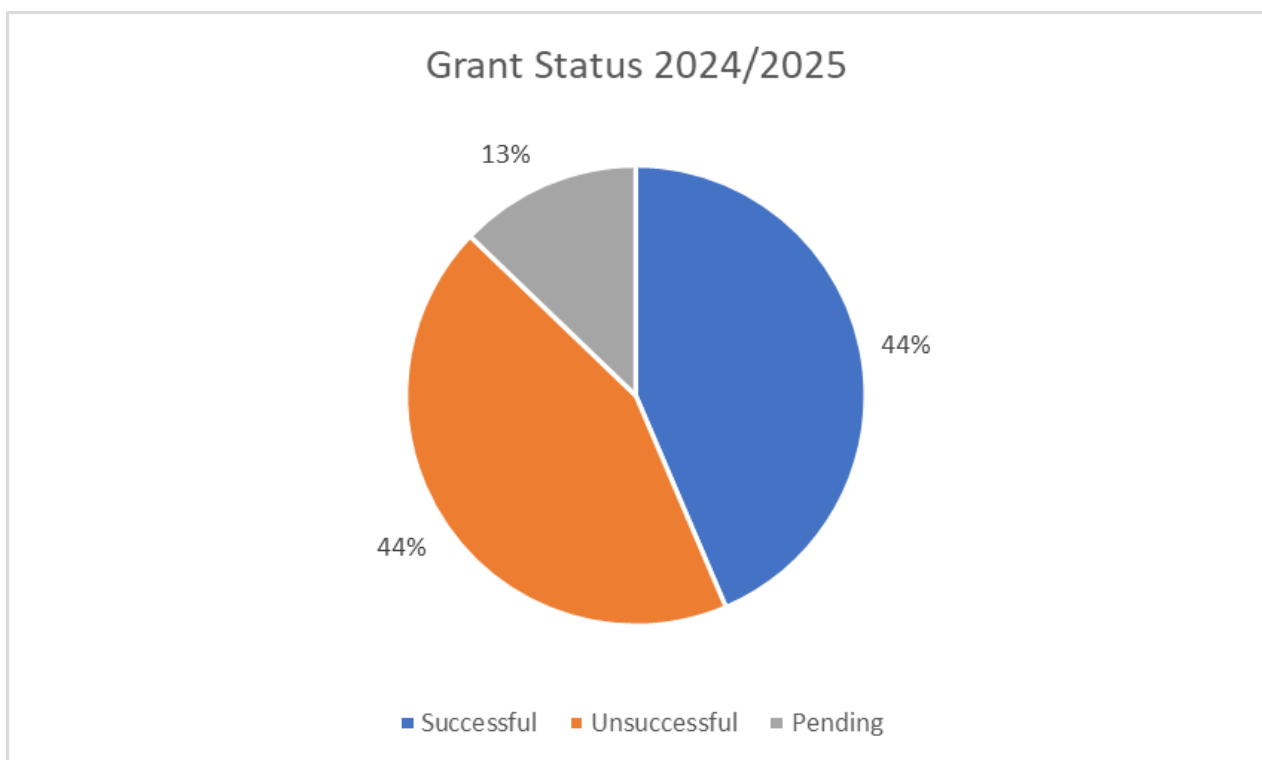
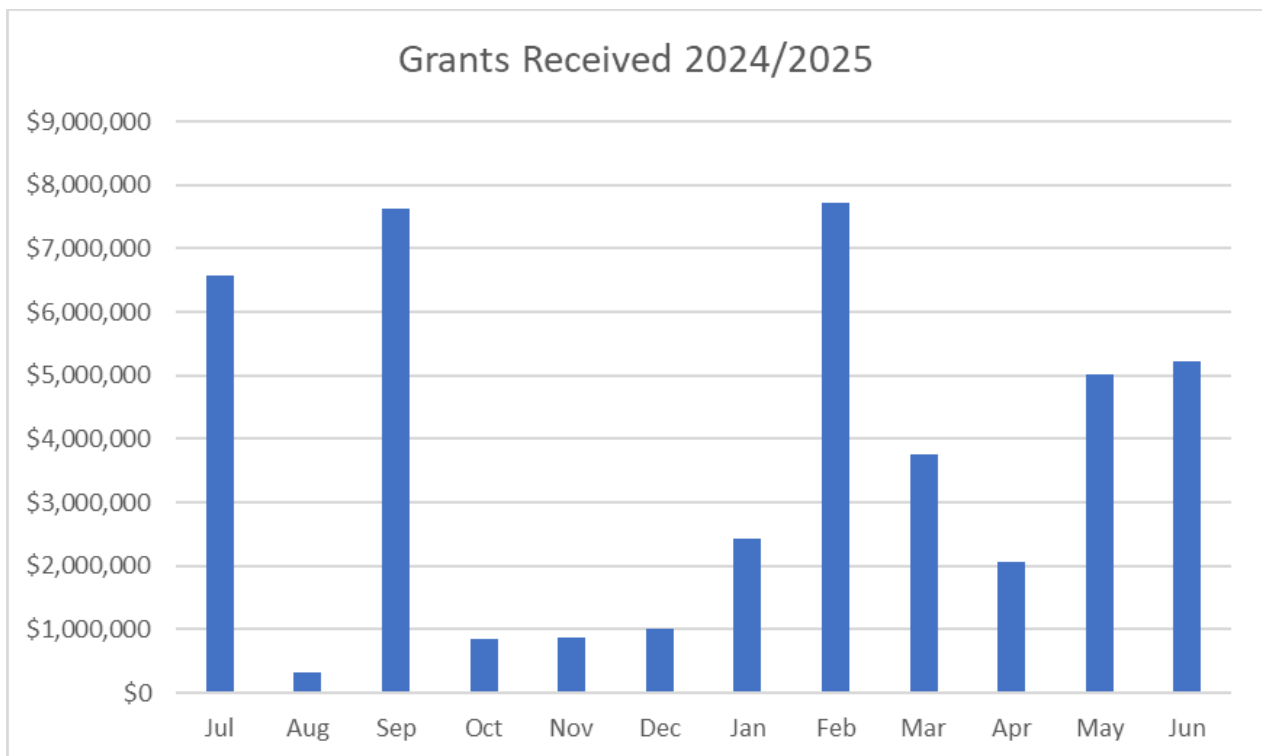
During the reporting period, there were two new grants approved and two applications submitted. Council was notified of two unsuccessful applications during the period.

Council received funding for nine grants totalling \$5,215,309.

A summary of grants approved and received, as well as the status of applications for the current financial year to 30 June is shown below:







**Grant Applications Submitted**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted
Richmond Valley Solar Plus Battery	Department of Climate Change, Energy, the Environment and Water (Federal)	Community Energy Fund Round 2	\$ 675,000	\$ 337,500	\$ 337,500	13 June 2025
Comment: If successful, this funding will be used to install solar and batteries at four sites, solar only at one site, battery only at another site and one large scale solar, battery and virtual power plant at another site.						
Stan Payne Oval Lighting Solution	NSW Office of Sport (State)	2024/25 Project Support Program	\$ 529,025	\$ 200,000	\$ 329,025	18 June 2025
Comment: If successful, this funding will be used to upgrade the floodlight at Stan Payne Oval in Evans Head to ensure all fields can facilitate activity at night and in poor visibility						

**Grants that have been approved**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Approved
Heritage Advisory Services and Local Heritage Grant Program	Department of Climate Change, Energy, The Environment and Water (DCCEEW) (State)	2025-27 Local Government Heritage	\$ 74,000	\$ 25,000	\$ 49,000	21 January 2025	1 June 2025
Comment: This funding will be used to fund Council's local heritage advisor, providing a free service for the community. It also funds the Local Heritage Grant Program.							
Stan Payne Oval Lighting Solution	NSW Office of Sport (State)	2024/25 Project Support Program	\$ 529,025	\$ 200,000	\$ 329,025	18 June 2025	27 June 2025
Comment: This funding will be used to upgrade the floodlight at Stan Payne Oval in Evans Head to ensure all fields can facilitate activity at night and in poor visibility weather.							

**Unsuccessful Grant Applications**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Advised Unsuccessful
Casino Showground Water and Amenity upgrade	Department of Planning, Housing and Infrastructure (State)	Crown Reserves Improvement Fund	\$ 900,000	\$ 900,000	\$ -	222/11/24	22 May 2025
Comment: Funding was oversubscribed, with total applications valuing more than six times the available funds.							
Hotham Street Casino Level Crossing Improvement	Transport for NSW (State)	Level Crossing Improvement Program	\$ 200,000	\$ 200,000	\$ -	2 May 2025	10 June 2025
Comment: Council will seek feedback for this funding.							

**Grants that have been received**

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Roads to Recovery 2024/25 to 2028/29	Department of Infrastructure, Transport, Regional Development and Communications (Federal)	Roads to Recovery Program	\$ 8,819,517	\$ 8,819,517	\$ -	N/A - Annual allocation	\$ 182,883 4 June 2025	\$ 1,182,883
Comment: Final payment for 2024/25 funding allocation.								
Richmond Valley Floodplain Risk Management Study and Plan	Department of Climate Change, Energy, the Environment and Water (State)	Floodplain Management Program 2023-24	\$ 200,000	\$ 133,333	\$ 66,667	17 April 2023	\$ 7,947 16 June 2025	\$ 25,787
Comment: Progress payment received.								
Richmond River riparian/ riverbank stabilisation and restoration projects - Coraki Windsor Park, Jabiru Wetlands and Raw Water Pump Station Showcase site	Department of Primary Industries and Regional Development - ADMINISTERED by Rous County Council	Northern Rivers Watershed Initiative	\$ 300,000	\$ 300,000	\$ -	N/A	\$ 90,000 19 June 2025	\$ 120,000
Comment: Progress payment for 30% of grant funds for completion of Activity 2 (complete project plan).								
Thearles Canal culvert upgrade to improve drainage	National Emergency Management Agency (Federal)	Northern Rivers Resilience Initiative Phase 1	\$ 1,478,414	\$ 1,478,414	\$ -	N/A	\$ 50,000 20 June 2025	\$ 1,016,974
Comment: Payment received for completion of project.								
Financial Assistance Grant 2025/26	NSW Local Government Grants Commission (Federal)	Financial Assistance Grant	\$ 7,162,432	\$ 7,162,432	\$ -	N/A - Annual Allocation	\$ 3,581,216 24 June 2025	\$ 3,581,216
Comment: Approximately 50% advance payment for 2025/26 FA Grant.								

Project Name	Funding Body	Funding Name	Project Value	Grant Funding	Council Funding	Application Submitted	Date Received	Total Received
Woodburn Evans Head Shared Pathway	Transport for NSW (State)	Road Safety Program 2023-24 to 2025-26	\$ 7,020,257	\$ 5,392,000	\$ 1,628,257	N/A	\$ 1,078,400 25 June 2025	\$ 1,078,400
Comment: Milestone 1 (detailed design complete) payment received.								
Reynolds Road Bridge	Transport for NSW (State)	Fixing Country Bridges Round 2	\$ 1,219,583	\$ 1,219,583	\$ -	23 November 2021	\$ 62,363 25 June 2025	\$ 1,219,583
Comment: Final payment for project completion.								
Fixing our Sporting Grounds	Office of Sport (State)	Sports Priority Needs Program	\$ 1,579,506	\$ 1,579,506	\$ -	23 September 2022	\$ 150,000 26 June 2025	\$ 1,571,555
Comment: Progress payment for 85% of works completed.								
Local Government Heritage Grant 23-25	Department of Planning and Environment (State)	2023-2025 Local Government Heritage Grant	\$ 25,000	\$ 25,000	\$ -	2 November 2022	\$ 12,500 26 June 2025	\$ 25,000
Comment: Second year funding allocation received.								

**ATTACHMENT(S)**

**Nil**

**19.5 CORRESPONDENCE - RICHMOND VALLEY REGIONAL JOB PRECINCT MASTERPLAN AND LEP - MINISTER FOR PLANNING**

**Author:** Julie Clark

**RECOMMENDATION**

That Council receives and notes the correspondence to The Hon. Tara Moriarty, MLC Minister for Regional NSW and the response received regarding the Regional Jobs Precinct Activation.

**SUMMARY OF CORRESPONDENCE**

At Council's Ordinary meeting on 15 April 2025, a report was presented titled "Regional Jobs Precinct Activation", and the following was resolved;

*That Council*

- 1. Notes the approval of the Richmond Valley Regional Job Precinct Masterplan and LEP amendments, which will help to create up to 1900 new jobs for our community;*
- 2. Writes to the Ministers for Planning, Regional NSW and the North Coast, to acknowledge their support in delivering this project;*
- 3. Notes that a further report on proposed amendments to the Richmond Valley Development Control Plan to support the RJP Masterplan will be presented to a future Council meeting;*
- 4. Continues to actively promote investment opportunities within the Regional Jobs Precinct.*

The following letters are provided in relation to the matter.

**ATTACHMENT(S)**

- 1. Letter to Minister for Regional NSW**
- 2. Minister for Regional NSW response**



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[council@richmondvalley.nsw.gov.au](mailto:council@richmondvalley.nsw.gov.au)  
[www.richmondvalley.nsw.gov.au](http://www.richmondvalley.nsw.gov.au)

ABN 54 145 907 009

1 May 2025

The Hon. Tara Moriarty, MLC  
Minister for Regional NSW  
52 Martin Place  
**SYDNEY NSW 2000**

Dear Minister Moriarty,

### **Richmond Valley Regional Jobs Precinct activation**

Richmond Valley Council resolved at its 15 April Ordinary Meeting to write to you to express our Council's appreciation for the NSW Government's support to finalise our Richmond Valley Regional Jobs Precinct (RJP) activation project.

The RJP Masterplan opens the way for more industries to be established within the Precinct, creating up to 1900 new jobs. Council has been working with Regional NSW for the past four years to progress the project, which aims to make it easier and faster for new businesses to achieve development approval.

The Regional Jobs Precinct will provide 342 ha of employment land, which is sufficient to meet demand for the next 20 years. The RJP is a great opportunity to support our Richmond Valley growth plans and the benefits it will bring to our community and we thank you for your support in helping deliver the Regional Jobs Precinct activation.

Thank you.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Vaughan Macdonald".

Vaughan Macdonald  
**General Manager**

*Love where we live and work*



OFFICIAL

**The Hon Tara Moriarty MLC**

Minister for Agriculture  
Minister for Regional New South Wales  
Minister for Western New South Wales



Ref: MF25/983

Mr Vaughan Macdonald  
General Manager  
Richmond Valley Council

council@richmondvalley.nsw.gov.au

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Re: Richmond Valley Regional Job Precinct activation

Dear Mr Macdonald,

Thank you for your letter of 1 May 2025 regarding the Richmond Valley Regional Job Precinct. Your appreciation of our assistance with the Regional Job Precinct project for Richmond Valley is valued.

I would like to take this opportunity to thank Richmond Valley Council for their positive and collaborative approach in the development and finalisation of the Richmond Valley Regional Job Precinct Master Plan and amendments to the Local Environmental Plan.

I look forward to seeing continued progress and development within the Richmond Valley Regional Job Precinct in freight and logistics, advanced manufacturing, circular economy, recycling and agribusiness.

Yours sincerely,

**Tara Moriarty MLC**  
Minister for Agriculture  
Minister for Regional New South Wales  
Minister for Western New South Wales

10 / 6 /2025

52 Martin Place Sydney NSW 2000  
GPO Box 5341 Sydney NSW 2001

02 7225 6120  
[nsw.gov.au/ministtermoriarty](https://nsw.gov.au/ministtermoriarty)

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**20 QUESTIONS ON NOTICE**

Nil

**21 QUESTIONS FOR NEXT MEETING (IN WRITING)**

**22 MATTERS REFERRED TO CLOSED COUNCIL****RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

**22.1 Bruxner Highway Project Update**

This matter relates to (d)(i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

This matter is considered to be confidential under Section 10A(2) - (d)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**23      RESOLUTIONS OF CLOSED COUNCIL**